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Subject: E-MAIL ALPERSRU L/98; COAST GUARD ENLISTMENT BONUS (EB) PROGRAM

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7220  
27 March 1998

E-mail ALPERSRU L/98

Subj: COAST GUARD ENLISTMENT BONUS (EB) PROGRAM

Ref: (a) Coast Guard Enlistment Bonus (EB) Program, COMDTINST 7220.40  
(b) COMDT COGARD Washington DC 271502Z Feb 98, ALDIST 045/98

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Background: Reference (a) implemented an Enlistment Bonus (EB) Program for the period of 1 December 1997 through 30 September 1998. The program is designed to help the Coast Guard attract and retain qualifying personnel in critical ratings to meet established recruiting goals.

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Discussion: This E-mail ALPERSRU provides procedures for preparation of transactions and clarifying information for payment and recoupment of Enlistment Bonuses (EBs).

1. The bonus is payable to both prior service personnel and non-prior service personnel. For personnel who are:

Prior service: prior service must have been in a service other than the Coast Guard.

Non-prior service: receive the bonus for affiliation with a critical rating and attending a guaranteed Class "A" school. In ratings for which there is no Class "A" school and for which an Enlistment Bonus is established, members may receive the bonus by qualifying in the rating through the striker program.

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2. To qualify for the Enlistment Bonus, members must;
    - agree to serve an initial active duty enlistment for a minimum of four years, and
    - must affiliate with a rating designated by Commandant as a critical rating.
  3. The new program cancels the bonus for FS “A” school graduates and strikers. The phase out period for the FS bonus is provided in reference (b).
  4. Members may only receive one of the following bonuses:
    - Coast Guard College Fund, or
    - Enlistment Bonus Program.

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Action:

1. FIRST INSTALLMENT PAYMENT

Non-Prior Service: TRACEN Cape May PERSRU initiates the payment process by completing a Pay Enlisted/Prior Service Incentive Bonus Event on the Miscellaneous Menu II screen of the General Records Maintenance Menu, at the completion of the member's recruit training.

Prior Service: The initial payment is input by members' servicing PERSRUs after successful processing of their accession transactions and member files have been received from HRSIC.

2. SUBSEQUENT INSTALLMENT PAYMENTS

Non-Prior Service: Subsequent installment payments are automatically made upon either completion of Class "A" school for members with a guaranteed school assignment or placement on the Striker Eligibility List for members with ratings that use the Striker Program.

Prior Service: Subsequent payments will be automatically paid upon completion of six months active service unless HRSIC is notified of unsatisfactory service via submission of action code P602.

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### 3. SYSTEM NOTES

SDA II: Edits require use of specific object codes for successful transmission and processing in PMIS/JUMPS. Object codes are:

- Prior Service 12654
- Non-prior Service 12653

The same event, "Pay Enlisted/Prior Service Incentive Bonus", is used by all PERSRUs to input initial payments.

PMIS/ JUMPS The new "Pay Enlisted/Prior Service Incentive Bonus" event will create a H600 transaction and build a segment 30 in PMIS/JUMPS.

Additional  
Information:

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#### 1. PERIODIC PAYMENTS

All Enlistment Bonuses that total less than \$7000, will be paid as described above, in two EQUAL installments. If a bonus totals greater than \$7000, the first payment will be \$7000. The remainder of the bonus will be automatically paid in equal monthly payments that begin upon completion of six months satisfactory service for prior service members or upon completion of Class "A" School or placement on the Striker Eligibility List for non prior service members. The monthly payments will extend over the remainder of the member's initial enlistment.

#### 2. LIMITATIONS ON THE USE OF BONUS INSTALLMENT TRANSACTIONS

The "Pay Enlisted/Prior Service Incentive Bonus" event shall only be used by PERSRUs for payment of enlistment bonuses under reference (a). It shall NOT be used for payment of selective reenlistment bonus or selected reserve enlistment/reenlistment/ prior service/affiliation bonuses.

#### 3. SUSPENSION/TERMINATION/RECOUPMENT PROCEDURES

- a) A P602 transaction is required to suspend/terminate EB eligibility
  - b) Bonuses paid, but not earned, will be recouped based on the effective date documented by the member's command (the date member's command determines eligibility status is lost). HRSIC will calculate amount of recoupment based upon time (days, months, and years) not served in critical rating and input an H605 transaction to initiate collection of the unearned bonus. See paragraph 9.b. of reference (a) for recoupment examples.
  - c) Conditions that terminate eligibility for EB are included on CG-3301V,
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STATEMENT OF UNDERSTANDING, and are summarized below:

- 1) Failure to complete recruit training
- 2) Failure to meet all physical standards for attending "A" school or Striker Program
- 3) Failure to complete "A" school due to misconduct or academic failure
- 4) Disenrollment from Striker Program due to academic, adaptability, or misconduct reasons
- 5) As a result of the member's fault, he/she; loses his/her rating designator or security clearance; refuses to perform duties, or is unable to perform duties due to illness or injury caused by own misconduct

d) Members will not have a prorated share of their bonus recouped if:

- 1) Involuntary discharge for reason of Convenience of the Government due to a reduction in force
- 2) Separation or retirement due to physical disability, illness, injury, or other impairment incurred in the line of duty and not due to misconduct
- 3) Dependency or hardship discharge
- 4) Discharge for purpose of immediate reenlistment, provided reenlistment is in eligible rating and term is for greater than the obligated service remaining to be served for payment of the EB
- 5) Members placed on weight probation shall have unpaid enlistment bonus installments suspended until the member meets allowable weight standards, Action Code 333, which is input by PERSRUs to record weight, will automatically suspend EB payments.

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Questions      If you have questions, please contact HRSIC's Customer Service Team at (913) 357-3540.

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Released By:    /s /  
J. D. WILLIAMSON  
Executive Officer

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